



East
Northamptonshire
Council

Have your say about planning applications



Speaking at a Development
Control Committee meeting



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Northamptonshire
Council

This leaflet explains what to do if you want to speak about a Planning Application at a meeting of the Development Control Committee. For other meetings please see our leaflet “How to have your say at a Council meeting”.

This information is also available online at our web site www.east-northamptonshire.gov.uk.

When and where are meetings held?

The Development Control Committee meets every three weeks on Wednesdays at 7.30 pm in the Council Chamber at East Northamptonshire House, Thrapston.

The dates of Development Control Committee meetings are published in Nene Valley News and on our web site.

The agenda for Development Control Committee meetings are also available on-line and you can see a printed copy at East Northamptonshire House, Thrapston and the Rushden Centre, Rushden.

Who can speak?

A period of not more than **15 minutes** will be allowed during the meeting to give people the chance to speak about a planning application or item, present a petition or ask a question.

For each planning application or agenda item there will be **one speaker** from each of the following three categories of interested parties:

- (1) The applicant(s) or their agent or a supporter
- (2) An objector
- (3) A representative of the Town or Parish Council

Any Member (District Councillor) with an interest in the application may also speak.

Speaking at a Development Control Committee Meeting

You can use the form below to ask to speak about a planning application, present a petition or ask a question.

Please send your request before **5.00pm** on the day before the Development Control Committee meeting you would like to speak at (usually a Tuesday).

Fill in the form below, cut it out and either post it (or hand deliver it to the main reception at East Northamptonshire House) addressed to: **The Member Services Officer, East Northamptonshire Council, Cedar Drive, Thrapston, Northamptonshire, NN14 4LZ.**

Speaking at a Development Control Committee Meeting

I wish to speak/ask a question/present a petition about a planning application on (date)

I wish to speak about/my question is

.....

.....

.....

Name and address

.....

.....

Daytime Tel. no Date



Special Needs

The public gallery in the Council Chamber is fully accessible to people in wheelchairs. If English is not your first language and you would like help with interpretation or translation please contact the Committee Officer (see How to Contact Us).

How to Contact Us

For further information or advice please contact the Committee Officer at:

Email: memberservices@east-northamptonshire.gov.uk
Tel: **01832 742175**
Fax: **01832 734839**
DX: **701611 Thrapston**
Web Site: www.east-northamptonshire.gov.uk

Thrapston Customer Service Centre
Cedar Drive Thrapston NN14 4LZ
01832 742000

Rushden Customer Service Centre
Newton Road Rushden NN10 0PT
01832 742000

Oundle Customer Service Centre
4 New Street Oundle PE8 4ED
01832 742000

PLEASE NOTE - for public safety reasons, only **50 people** will be allowed in the public gallery during Development Control Committee meetings.

Additional accommodation will be provided for the public to listen and see the debate when attending these committee meetings.

Therefore, there will be a maximum of **three** members of the public speaking on each planning application or item and each person speaking will be allowed a maximum of **three minutes** to make a statement to the Committee. Members of the public may appoint an agent (e.g. planning consultant) to speak for them if they wish.

Requests to speak will be dealt with on a first to ask, first served basis. If there is more than one person from any of the three categories of interested parties wishing to speak on a planning application or agenda item, only the request of the first person to reserve speaking time with the Committee Officer will be accepted. In this case, we will encourage speakers to appoint a spokesperson or, failing this, to share the allocated speaking time.

Where a planning application proves to be particularly contentious, affects a large part of the District or has exceptional public interest, the Chairman of the meeting can exercise discretion in allowing additional parties to speak, providing a balance of speakers is maintained. Please note that this discretion will only be used sparingly and in exceptional circumstances.

How do I arrange to speak?

To speak at a Development Control Committee meeting, you must inform the Council before 5.00pm on the day before the meeting; usually a Tuesday. A request form is attached to this leaflet. Alternatively, you may apply online, by e-mail or by telephoning the Committee Officer (see How to Contact Us).

If you have written to us with your objections on a planning application and it is one that will be considered by the Committee rather than by officers under delegated powers, you will be sent a letter telling you the date of the Development Control Committee which will consider the application.

How long can I speak?

You may speak for up to **three minutes**, after which the Chairman will ask you to stop. A microphone is provided in the public gallery for you to use. The end of the three minutes will be signalled automatically by a red light.

You should only make a statement with your views and comments. You should not ask questions and objections must relate to how you think the proposed development will affect you and should be confined to “material planning considerations”.

What are “material planning considerations”?

This means things like residential amenity, highway safety and traffic; noise, disturbance and smell; design and appearance; the effect on the character or amenity of an area; the effect on historic buildings or on trees; the planning policies of the Council, the local plan, the Structure Plan and Government planning guidance. Things which the Committee cannot take into account and which are not planning issues include private property rights, loss of view, the effect on property values, and the applicant’s morals or motives.

How will I know when to speak?

The Chairman of the Committee will invite you to speak, usually just before the application or item is discussed by the Committee.

Will I be asked questions?

At the discretion of the Chairman you may be asked to expand or clarify something you have said.

What happens then?

The Committee will discuss the application and decide either to permit or refuse it. Sometimes a decision will be deferred to a future meeting, to give the applicant an opportunity to amend the proposal or for further information to be obtained. If the application you are interested in is deferred, it will be considered again at a future meeting. You will have an opportunity to address that meeting too.

We ask you not to...

- ask individual Councillors or Council staff direct questions
- show maps, plans or photographs to illustrate your comments. (Plans are already displayed for Councillors in the Council Chamber)
- make statements of a personal or defamatory nature (which could result in legal action against you)
- be abusive
- interrupt other speakers or the Committee debate
- disclose any confidential or exempt information.

Other information

Councillors will always give equal weight to views received from members of the public in writing so as not to disadvantage those who, for whatever reason, are unable to attend a meeting, or who are unable to speak in public.

The right to speak does not apply to formal consultees like the County Council, English Heritage, the Ramblers’ Association etc. There is already a procedure for involving these organisations in the planning decision making process.

The Chairman’s authority at a meeting is final. Nothing in these arrangements shall supersede the Council’s Procedural Rules for the proper conduct of the meeting.